

# **Middletown Open Space & Fields Committee**

## **Minutes of Meeting**

**December 14, 2011**

**A meeting of the Open Space & Fields Committee took place on Thursday, December 14, 2011 at 5 p.m. in the Community Room of the Middletown Police Station, 123 Valley Road, Middletown. The meeting was called to order by Anne Baptista, Vice Chairman.**

**Member Present: Cheryl Boergesson, Christian Lambiase, John Pinto, Austin Pendergast and Ralph Thomas**

**Members Absent: Nicholas Coogan, Ed Sisk and Mason Hawes, all excused.**

### **Ex-officio Members:**

**Present: Bruce Long, Town Council Liaison; Dick Adams, Planning Board; Robert Johnson, Conservation Commission**

**Absent: None**

**Town Officials: Shawn Brown, Town Administrator**

**Others Present: None**

## **Agenda**

### **Old Business:**

- Update on Park Steward Program. Shawn Brown provided a revision of the Park Steward Program document previously prepared**

and submitted to him following the October meeting of the committee.

After discussion, it was moved, seconded and approved, with all members present voting unanimously in favor, that the Town of Middletown establish a Park Steward Program using the following document to establish the program and requested that the Town Administrator present the document to the Town Council for its approval:

### **Park Steward Program**

The Town of Middletown is committed to maintaining safe and enjoyable local parks that promote a sense of community and improve the overall quality of life for its residents.

To assist in accomplishing this commitment, a Park Steward Program has been established to provide a line of communication between the community and the Town administration. The objectives of the program are to assist the administration with the general maintenance and upkeep of the Town's parks through close observation of conditions within the park by a volunteer Park Steward.

A Park Steward is a neighbor or park user that watches out for the quality and condition of a local park and assists in making

**improvements and building community support for the park. A Park Steward's role is to:**

- Build community participation to assist in caring for the site.**
- Visit the park no less frequently than once per month to assess the overall condition and report any site problems to the Department of Public Works.**
- Complete and turn in a checklist report on park conditions to the Department of Public Works and the Open Space and Fields Committee no less frequently than once every three months, and a detailed park evaluation in the fall of each year.**
- Participate in Open Space and Field Committee meetings to provide property updates.**
- Provide suggestions for maintenance and improvements to the Open Space and Fields Committee and Town administration.**
- A Park Steward may also choose to organize one community park beautification workday per year. If so, the Town administration will provide assistance, to include needed tools and materials.**

**Individuals desiring to be a park steward shall submit an application to the Town Clerk. The Town Council shall appoint individuals as Park Stewards for a two-year term.**

- Park Procedures and Protocol Workshop. Action on developing implementing protocols was deferred to the January meeting while awaiting Town Council action on establishment of the Park Steward**

**Program.**

- **Community Garden on Library Grounds.** No additional information was available.
- **Term Limits in OS&F Bylaws.** The Recording Secretary advised the committee that the Town Council had amended the bylaws at its December 5th meeting by removing all references to term limits.
- **December 3rd Tour of Undeveloped Portions of the Sakonnet Greenway Trail.** The tour was led by Ted Clement, Executive Director of the Aquidneck Land Trust. He pointed out the selected route of the trail. He indicated that funding for the trail was in place and that permits had been requested for that portion of the trail that would cross wetlands. He indicated that he hoped construction of the trail could be completed by the summer of 2012. All those who attended were impressed with the route selected for the trail, and the beauty of the area and the vistas. It will be a wonderful addition to the existing portions of the Sakonnet Greenway Trail.

Those who attended the tour indicated that trailside benches and overlooks such as those as Sachuest Point would increase enjoyment of the trail, and that the Town and Aquidneck Land Trust should consider those as future enhancements.

- **Properties Updates.** None.

## **New Business:**

- **Site Visits to Other Middletown Parks.** It was decided to conduct a site visit to Berkeley-Peckham Field on January 21 at 10 a.m. Ralph will contact Tim Shaw and ask him to mail notices to neighbors. John Pinto will advise the baseball organizations that use the field of the visit.

- **Proposed Agenda Items for January 18 Meeting.**

- o Update on Park Steward Program
- o Park Procedures and Protocol Workshop
- o Community Garden on Library Grounds
- o Site Visit to Berkeley-Peckham Field
- o Site Visits to Other Middletown Parks
- o Properties Updates
- o Maintenance/Capitol Items/Small Beautification  
Projects for Parks
- o Proposed Agenda Items for February Meeting

**Adjournment:** The meeting adjourned at 5:50 p.m. The next regularly scheduled meeting of the committee will be at 5 p.m. on Wednesday, January 18, 2012, in the Community Room of the Middletown Police Station.

**Ralph Thomas**

**Recording Secretary**